



Your 2022 benefits have started! Please read the following information to ensure your benefit selections are correct and you have all that is needed to access these valuable benefits.

1

Make Changes On Time – Butler County is now fully-insured and cannot make exceptions to Humana’s deadlines. If you experience one of the following qualifying life events in 2022, you have 30 days from when the event occurred to make insurance plan changes.

- Newly Hired
- Marriage/Divorce
- Loss of Other Coverage
- Death
- Dependents Aging Out (turn 26)
- Court Ordered
- Change in Medicare or Medicaid Eligibility
- Birth or Adoption

Please notify your departmental payroll coordinator as soon as a qualifying life event occurs so you can waive, elect or make insurance plan changes before the 30-day deadline expires. **If you miss the deadline, you will have to wait until the next open enrollment period to make changes.**

2

Check Your Paystub – Login to Employee Self Service (ESS) and confirm your deductions are correct according to the 2022 benefits you selected. The per pay deductions for your Humana Health insurance are attached. Please also update your employee profile in ESS if any of your personal information has changed.

3

Register on MyHumana Website – The MyHumana website gives you quick, convenient and secure access to your Humana plan information and educational resources. It is available anytime, anywhere. See the attached flyer for registration details.

4

Setup Your Mail Order Prescriptions – Once you have established your MyHumana account, click on the Pharmacy tab to fill your mail order prescriptions. By filling a new prescription with Humana Pharmacy, you may save money on a 90-day supply and multiple trips to the drug store. See the attached flyer to see how the Humana Pharmacy can save you money and save you time.

5

Create a Humana Telemedicine Account – “Doctor On Demand” is the Humana telemedicine provider you can access whenever you or your dependents need convenient and economical medical care. See the attached flyer for registration details, and for the types of conditions telemedicine doctors can treat.

6

Wellness is Moving From Rally to Go365 – Butler County ended its partnership with Rally and we no longer have access to the Rally portal. Good news though! Butler County is moving from Rally to the Humana Go365 Wellness Program. Stay tuned for more details about this program and how to get rewarded for your participation.

7

Open an Optum Health Savings Account (HSA) – If you are new to the High Deductible Health Plan, be sure to set up your Optum HSA. Visit www.optumbank.com to register and use Group number 916024. If you have an existing HSA account, login using your HealthSafe user name and password that you established with UHC. If you have forgotten your credentials, reset your Username and/or Password. If further assistance is needed, contact customer service at HealthSafe ID 1-844-553-7130.

Whether you decide to make any personal contributions to this account, you must have an account established in order to receive the \$600 or \$1,200 contributions from the Butler County Board of Commissioners. One-half of the contribution will be disbursed on February 18, 2022. The balance of the funds will be disbursed in three equal payments on April 15, July 22 and October 14, 2022. If you had an Optum HSA in 2021, you will not be issued a new card unless the card has expired or you request a new card. The 2021 card with the UnitedHealthcare (UHC) branding is still valid. New enrollees will receive an HSA card without UHC branding.

8

Use or Lose Your Flexible Spending Account (FSA) Funds – If you have any funds remaining in your 2021 FSA, be sure to submit any reimbursement requests to Chard Snyder by March 15, 2022 for any qualifying medical services or products you received in 2021. If you do not use your remaining FSA funds, you will lose these funds!

**CONTACT SHAWNA SMITH AT SHAWNA.SMITH@BCOHIO.US
OR 513-785-6541 FOR FURTHER INFORMATION ABOUT THE ABOVE ITEMS.**